

Preble Shawnee Local Schools
ORGANIZATIONAL BOARD OF EDUCATION MEETING
January 8, 2015
7:00 P.M.

Board of Education Office, Camden Ohio

Note: The board appointed Barbara Strickland as President Pro Tem until a board president is elected.

I. Call to Order

This Meeting of the Board of Education of the Preble Shawnee Local Schools is called to order at _____ p.m., at the Preble Shawnee Board of Education Offices, 124 Bloomfield Street, Camden, OH by President Pro Tem Barbara Strickland.

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

II. Pledge of Allegiance

President Pro Tem Barbara Strickland will lead the Pledge.

ORGANIZATIONAL MEETING AGENDA ITEMS

III. Organizational Business

A. Nomination and Election of Board President for 2015

- President Pro-Tem will ask for nominations for the position of Board President.
- After nominations are complete the President Pro-Tem will ask for a motion and a second to close the nominations.
- President Pro-Tem will call for a vote beginning with the first nomination. It takes three votes to elect the Board President.
- If only one individual is nominated the President Pro-Tem will declare the Board President elected following the closing of nominations.
- The Board President shall preside over the meeting.

B. Nomination and Election of Board Vice-President for 2015

- Board President will ask for nominations for the position of Vice President.
- After nominations have been made the Board President will ask for a motion and a second to close the nominations.
- Board President will call for a vote beginning with the first nomination. It takes three votes to elect the Vice President.
- If only one individual is nominated the Board President will declare the Vice President elected following the closing of nominations.
- The Board President shall preside over the meeting.

C. Oath of Office (Board President and Vice President)

I, _____, do solemnly swear that I will support the Constitution of the UNITED STATES and the Constitution of the STATE OF OHIO, and that I will faithfully and impartially discharge my duties as the PRESIDENT AND VICE PRESIDENT OF THE BOARD OF EDUCATION of the Preble Shawnee Local School District in Preble County, and the State of Ohio to the best of my ability and in accordance with the laws in effect and hereinafter to be enacted during my continuance in said office, and until my successor is elected and qualified.

1. Appointment of Committees

a. Approve the following appointments for the 2015 Standing Committees

The following appointments are for the 2015 calendar year:

- _____ is appointed as Legislative Liaison
- _____ is appointed as Athletic Booster Rep.
- _____ is appointed as Athletic Booster Rep.
- _____ is appointed as Athletic Council Rep.
- _____ is appointed as Athletic Council Rep.
- _____ is appointed as Finance Committee Rep.
- _____ is appointed as Finance Committee Rep
- _____ is appointed as Continuous Improvement Plan Rep
- _____ is appointed as Music Booster Rep.
- _____ is appointed as Bldg. & Grounds - W. Elkton Rep.
- _____ is appointed as Bldg. & Grounds. W. Elkton Rep.
- _____ is appointed as Bldg. & Grounds - Camden Rep.
- _____ is appointed as Bldg. & Grounds - Camden Rep.
- _____ is appointed as Bldg. & Grounds - High School Rep.
- _____ is appointed as Bldg. & Grounds - High School Rep.
- _____ is appointed as Negotiating Team Rep (OAPSE)
- _____ is appointed as Negotiating Team Rep (OAPSE)
- _____ is appointed as Negotiating Team Rep (PSLEA)
- _____ is appointed as Negotiating Team Rep (PSLEA)
- _____ is appointed as Voc. Ag. Adv. Committee Rep.
- _____ is appointed as Voc. Ag. Adv. Committee Rep.
- _____ is appointed as Technology Rep.
- _____ is appointed as Technology Rep.
- _____ is appointed as Student Achievement Liaison Rep
- _____ is appointed as Sick Leave Bank Committee
- _____ is appointed as Student Achievement Liaison Rep
- _____ is appointed as Wellness Committee
- _____ is appointed as Wellness Committee

2. Approval of Organizational Resolutions and Actions

a. Waiver of Reading Minutes

It is recommended that in accordance with ORC Section 3313.26 the Board waive the reading of minutes from previous meetings.

b. Renewal of Legal Services

It is recommended that the Board designate the law firm of Bricker & Eckler, LLP as the Board's general legal counsel for 2015.

3. Adopting Treasurer's Standing Authorizations for the Calendar Year 2015

To enable the treasurer to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2015:

a. Establishing Service Fund for Board of Education Members

It is recommended that the Board establish a service fund beginning July 1, 2015, in the amount of \$7500.00 for fiscal year 2016 pursuant to ORC 3315.15. The maximum contribution is \$20,000.

b. Advances on Tax Settlements

The treasurer is hereby authorized to secure advance payments from the County Auditor of Preble, Montgomery and Butler Counties when funds from property taxes are available and payable to the school district.

c. Investments of Interim and Inactive Funds

The treasurer is hereby authorized to invest interim and inactive funds in permissible investments pursuant to ORC Section 135.14, ORC Section 135.13 and H.B. 384. Interest earned from the balances in the trust, endowment, permanent improvement funds and federal funds as required will be deposited into those funds. All others will be deposited in the general fund.

d. Appropriation Modifications

The treasurer is hereby authorized to make appropriation modifications between fund accounts with these modifications being reported to the Board at its next succeeding regular meeting.

e. Payment of Bills

The treasurer is authorized to pay all bills within the limit of the appropriation resolution as bills are received and when merchandise has been certified as received in good condition by the superintendent or his/her designee.

f. Advancement of Funds

The treasurer is authorized to use General Fund Account #001-7420-922 to advance monies from the General Fund to other funds in anticipation of future receipts. When the anticipated money has been received, the advance will be returned to the General Fund.

g. Use of and Establishing Limits on Blanket Purchase Orders

The treasurer is hereby authorized to use blanket purchase orders, provided that no such purchase order shall be in an amount in excess of \$10,000 and no such blanket purchase order shall extend beyond the end of the fiscal year.

4. Adopting Superintendent's Standing Authorizations for Calendar Year 2015

To enable the superintendent to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2015:

a. Approval of Professional Meetings

The superintendent is hereby authorized to approve employee professional meeting expenses as appropriate within budget appropriations, and consistent with the provisions of the PSLEA and OAPSE Negotiated Agreements.

b. Approval of Leaves of Absence

The superintendent is hereby authorized to approve employee leaves of absence as appropriate, and consistent with the provisions of the PSLEA and OAPSE Negotiated Agreements.

c. Designation of School District's Purchasing Agent

The superintendent is hereby authorized to serve as the purchasing agent for the 2015 calendar year.

d. Employment of Temporary Personnel

The superintendent is hereby authorized to employ such temporary personnel as is needed for special situations to insure safety, security, protection of district property, and the orderly operation of the school district.

e. Approval of Board's Designee for Appeals of Student Suspensions

The superintendent is hereby authorized to be the Board's designee for appeals of student suspensions.

f. Approval of Tuition Waivers for Students for Reasons Specified in the Ohio Revised Code

The superintendent is hereby authorized to approve, as appropriate, for the Board of Education, waivers of tuition for students for the permissive and required reasons specified in the Ohio Revised Code.

g. Approval of Authorization of Student Overnight Trips

The superintendent is hereby authorized to approve District sponsored trips which are planned to keep students out of the District overnight or longer or require six (6) buses or more in accordance with Board Policy 2340.

h. Approval of Bus Routes and Bus Stops

The superintendent is hereby authorized to approve bus routes and bus stops in accordance with Board Policy 8600.

i. Approval of Authorization to Revise/Amend Existing Job Descriptions

The superintendent is hereby authorized to approve the revision/amendment of existing job descriptions when necessary.

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

REGULAR BOARD MEETING AGENDA ITEMS

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

I. It is recommended that the Board approve the agenda.

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

II. Welcome to the Visitors and Public Participation

(Visitors will be permitted to speak for three (3) minutes maximum)

a. 2015-16 School Calendar

Pursuant to Ohio Revised Code 3313.48(B), the Board of Education shall hold a public hearing on the school calendar, addressing topics that include, but are not limited to, the total number of hours in a school year, length of school day, and beginning and end dates of instruction.

This concludes the end of visitor and public participation for this Board of Education meeting.

III. Report of Treasurer

A. Approval of Minutes

It is recommended that the board approve the November 20, 2014 regular board meeting minutes.

B. Approval of Financial Report

It is recommended that the Board approve the monthly financial reports ending November 30, 2014 and December 31, 2014.

C. Approval of Dates for Regular Board Meetings for the Calendar Year 2015

It is recommended that the Board approve the following dates for regular board meetings for the calendar year 2015. All meetings begin at 7:00 p.m. unless noted.

- January 8, 2015 – Organizational & Regular Monthly Meeting
- February 19, 2015 – Regular Monthly Meeting
- March 19, 2015 – Regular Monthly Meeting
- April 16, 2015 – Regular Monthly Meeting
- May 21, 2015 – Regular Monthly Meeting
- June 25, 2015 – Regular Monthly Meeting
- July 16, 2015 - Regular Monthly Meeting
- August 20, 2015 – Regular Monthly Meeting
- September 17, 2015 – Regular Monthly Meeting
- October 15, 2015 – Regular Monthly Meeting
- November 19, 2015 – Regular Monthly Meeting
- December 17, 2015 - Regular Monthly Meeting

D. Approval of IRS Mileage Rate

It is recommended that the Board approve the IRS Standard Mileage Rate of 57.5 cents per mile for reimbursement for all business travel beginning January 1, 2015.

E. Ohio School Boards Association Membership

It is recommended that the Board renew their annual membership in the Ohio School Boards Association from January through December 2015 at a cost of \$4,169.

F. OSBA Legal Assistance Fund

It is recommended that the board approve the annual membership to the Ohio School Board Association Legal Assistance Fund for \$250.

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

IV. Report of Superintendent

1. Certified Personnel Matters

a. Retirement

It is recommended that the board approve the retirement of the following license personnel:

Linda Davis	2nd Grade Teacher	Resigning for the purpose of retirement effective June 15, 2015.
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b. Contract Salary Amendment effective 2014-15

It is recommended that the board approve the salary amendment for the following:

Name	Position	Salary
Meredith Wolff	Title I Reading Specialist Camden Primary	From Bachelor's Degree, salary step 0 to Bachelor's Degree, Salary Step 1

2. Classified Employee Matters

a. Employment

It is recommended that the board approve one year limited contracts for the following personnel contingent upon receipt of satisfactory BCI and FBI criminal record checks effective 2014-15 school year:

Name	Position	Salary
Beth Davidson	7-12 Student Hall Aide	Four (4) periods per day; effective November 3, 2014 for 130 workdays plus 8 paid holidays. Salary step 0 in the aide column of salary schedule.

b. Substitute Employment

It is recommended that the board employ the following personnel as classified substitute employees contingent upon receipt of satisfactory BCI and FBI criminal record checks effective 2014-15 school year:

Custodian	Food Service	Aide
Molly Hunt	Sharon Adkins	Elizabeth Highley
Sharon Adkins	Wayne Cooper	Ida Drewry
Beth Davidson	Elizabeth Highley	Tina Hancock
Adam Crank	April Little	Emily Gulley
Elizabeth Highley		
Sharon Adkins		
Kelli Crank		

3. Supplemental Contract Matters

a. Employment

It is recommended that the Board approve the following personnel on one year supplemental contracts, contingent upon sufficient number of student participation, verification of experience and training, satisfactory criminal record checks, and completion of sports medicine clinic, concussion training and CPR training, if applicable; and receipt of satisfactory completion of BCI and FBI criminal record checks effective 2014-15 school year.

Name	Position	Salary
Felicia Chelgren	Dept. Chair – English	Cat. VII Step 2
Sarah Edens	Dept. Chair – Social Studies	Cat. VII Step 0
Kurt Schulze	Dept. Chair – Math	Cat. VII Step 0
Tracy Singleton	Dept. Chair – Science	Cat. VII Step 0
John Oliver	Dept. Chair – Fine Arts	Cat. VII Step 0
Greg Stacy	Dept. Chair – Vocational	Cat. VII Step 6
Sylvia Arcuragi	Dept. Chair – Spec. Ed.	Cat. VII Step 3
Michael Schmidt	Dept. Chair – Practical Arts	Cat. VII Step 2
Joe Leach	Varsity Baseball Coach	Cat. III Step 1
Josh Hatmaker	Asst. Baseball Coach	Cat. V Step 0
Jeff Lynch	Varsity Softball Coach	Cat. III Step 2
Danny Smith	Asst. Softball Coach	Cat. V Step 0
Stefanie Hurley	Varsity Girls Track Coach	Cat. III Step 3
Matt Hopkins	Varsity Boys Track Coach	Cat. III Step 1
Atlanta Moore	7/8 Girls Track Coach	Cat. VI Step 5
Courtney Phelps	7/8 Boys Track Coach	Cat. VI Step 0
Jody Arnett	Tutor-7-12 Grades After-School Misc. Cat. \$22.68/hour	One Hour Per Day - Two Days Per Week
Joe Webster	Assist Coach with Softball Team	Volunteer
Mike Cottingim	Assist Coach with Softball Team	Volunteer
Rob Belvo	Assist Coach with Softball Team	Volunteer
Paul Chaney	Assist Coach with Softball Team	Volunteer
Josh Myers	Assist Athletic Director	Volunteer

b. Grade-Level Chairpersons Supplemental Positions for Grades K-6 (new)

It is recommended that the Board approve the supplemental position of Grade-Level Chair for grades K-6 starting with the 2014-15 school year. Pay will be at category 7 on the supplemental salary schedule.

4. Approval of Title I Parent Involvement Policy

It is recommended that the board approve the update of the Title I Parent Involvement Policy as presented.

5. Preschool Special Education - Waiver Request to Exceed Center-based Teacher Caseload

It is recommended that the board approve the request to submit a waiver the Ohio Department of Education - Preschool Special Education to permit Preble Shawnee to exceed student(s) in teacher caseload

6. Request to Approve Student Over-Night Trip

It is recommended that the board approve the six grade student over-night trip to Camp Campbell Gard on May 13, 14, 15, 2015.

7. Administrative Contract Renewal

It is recommended that the Board approve a two (2) year administrator contract for Kyle Morton as principal of West Elkton Intermediate School.

8. Administrative Salary Schedule

It is recommended that the Board approve the Administrative Salary Schedule as proposed in the attached document.

V. Informational Items from Superintendent1. School Board Recognition Month2. Proposed School Board Policies - First Reading

Number	Policy	Name	New	Revised
2210	Program	Curriculum Development		X
2430.02	Program	Participation of Community/Stem School Students in Extra-Curricular Activities	x	
2510	Program	Adoption of Textbooks		X
2520	Program	Selection of Instructional Materials and Equipment		X
5330	Students	Use o f Medications		X
5330.02	Students	Procurement and Use of Epinephrine Auto Injectors in Emergency Situations	x	
5336	Students	Care of Students with Diabetes	x	
5830	Students	Student Fund-Raising		X
6144	Finances	Investments		X
7540.02	Property	District Web Page		X
7540.03	Property	Student Education Technology Acceptable Use and Safety		X
7540.04	Property	Staff Education Technology Acceptable Use and Safety		X
8325	Operations	Receipt of Legal Documents	x	
8330	Operations	Student Records		X
8400	Operations	School Safety		X
8500	Operations	Food Services		X
8510	Operations	Wellness		X
8540	Operations	Vending Machines		X
8550	Operations	Competitive Food Sales		X
8660	Operations	Incidental Transportation of Students by Private Vehicle		X
9211	Relations	District Support Organizations		X

VI. Business for the Board

a. Old Business

b. New Business

c. Comments from Board Members

VII. Adjournment

At _____ p.m. it was moved by _____ and seconded by _____ that this January 8, 2015 board of education meeting adjourn.

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.